

**CAPITAL SCHOOL  
DISTRICT**

198 Commerce Way  
Dover, DE 19904  
Dr. Vilicia Cade  
Superintendent of Schools



**BOARD OF EDUCATION**

Dr. Chanda Jackson, President  
Dr. Anthony J. DePrima, Vice President  
Sean P. M. Christiansen  
John C. Martin, Jr.  
Felecia R. Duggins

**PUBLIC ANNOUNCEMENT**

**REVISED AGENDA – November 16, 2022**

**Under 3.0 Action /Discussion/Information Items (A/D/I) Add Agenda 3.05 Recommendation to Change Qualifications for Hiring of School Safety Monitors (Resolution No. 23-062).**

Additional agenda item was added on November 10, 2022 and cannot be deferred until the December 6, 2022 Board meeting.

The Capital School District Board of Education will convene for its regular monthly meeting on Wednesday, November 16, 2022. The board will convene live or virtual and, due to COVID and space issues, members of the public may join virtually. This meeting can be located at <http://bit.ly/csdpublicmeeting>. The board will convene into open session at 5:30 p.m. and entertain a motion to move into Executive Session for the purpose of discussion on Student Matters, Personnel Matters and Legal Matters as set forth in Delaware Code §10004 Open Meetings, subsection (a) and subsection (b) items (4), (7) and (9). The executive session shall take place through an in-person/virtual meeting. The Board will reconvene into public session through an in-person, live-stream meeting at approximately 6:15 p.m. at which time Mr. Ronald Berry, Principal of the Kent County Secondary Intensive Learning Center, will make presentation regarding this special school for grades 6-12. At 7:00 p.m. the board meeting will continue in regular public session. This meeting is also accessible using <http://bit.ly/csdpublicmeeting>. There will be an opportunity to have public comments through the link available on the same web page, <http://bit.ly/csdpublicmeeting>. The agenda of the Executive Session and the agenda of the Open Session are attached.

*//SIGNED//*

*Dr. Vilicia Cade*

**Superintendent of Schools**

Date: November 9, 2022

Capital School District can only guarantee accessibility accommodations if notified of the need seven (7) days before a scheduled meeting. Braille materials large print materials, Assistive listening devices, Sign Language Interpreter (ASL/cued/tactile).

**AGENDA**  
**CAPITAL SCHOOL DISTRICT**  
**BOARD OF EDUCATION**

**Executive Session**

Wednesday, November 16, 2022

In Person/Virtual Session

5:30 p.m.

**I. Student Disciplinary Matter**

**Student Matter #2023-416**

**II. Legal Matters concerning pending and potential litigation**

**III. Personnel - discussion of the names and qualifications to hold positions for individuals in the following classes:**

**a. Certified**

**b. Classified**

**c. Administrative**

**IV. Administrative Contracts**

**V. Adjournment**

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A	Action
D	Discussion
I	Information

**Regular Board of Education Meeting**  
**November 16, 2022**

**In Person/Live Stream Meeting**

*Capital School District Administrative and Professional Development Center*  
*198 Commerce Way*  
*Dover, DE 19904*

**REVISED AGENDA – November 16, 2022**

**Under 3.0 Action /Discussion/Information Items (A/D/I) Add Agenda 3.05**  
**Recommendation to Change Qualifications for Hiring of School Safety Monitors**  
**(Resolution No. 23-062)**

Additional agenda item was added on November 10, 2022 and cannot be deferred until the December 6, 2022 Board meeting.

5:30 p.m. 1.0

**Open Session**

The Capital School District Board of Education will convene for its regular monthly meeting on Wednesday, November 16, 2022. The board will convene live or virtual and, due to COVID and space issues, members of the public may join virtually. This meeting can be located at <http://bit.ly/csdpublicmeeting>. The board will convene into open session at 5:30 p.m. and entertain a motion to move into Executive Session for the purpose of discussion on Student Matters, Personnel Matters and Legal Matters as set forth in Delaware Code §10004 Open Meetings, subsection (a) and subsection (b) items (4), (7) and (9). The executive session shall take place through an in-person/virtual meeting. The Board will reconvene into public session through an in-person, live-stream meeting at approximately 6:15 p.m. at which time Mr. Ronald Berry, Principal of the Kent County Secondary Intensive Learning Center, will make presentation regarding this special school for grades 6-12. At 7:00 p.m. the board meeting will continue in regular public session. This meeting is also accessible using <http://bit.ly/csdpublicmeeting>. There will be an opportunity to have public comments through the link available on the same web page, <http://bit.ly/csdpublicmeeting>. The agenda of the Open Session is listed below.

5:30 p.m. 1.01

**1.01 Roll Call – Establishment of a Quorum**

5:30 p.m. 1.02

**1.02 Executive Session**

6:15 p.m. 1.03

**1.03 Reconvene Open Session for Presentation on the Kent County Secondary Intensive Learning Center**

7:00 p.m. 1.04

**1.04 Open Session /Pledge of Allegiance**

1.05

**1.05 Superintendent Update**

Recognition:

- National School Psychology Week November 7-11, 2022
- Golden Circle Club Donation

Updates:

1.06 **Board President – Member Updates**

1.07 **Public Comment**

Individuals desiring to address the board must read, complete and sign the Request Form. A link can be found at <http://bit.ly/csdpublicmeeting>. Public comment submitted through this link after 7:00 p.m. or after the beginning of the Open Session will not be read at the meeting. Those who sign up may speak for up to three minutes. Public comment time will not exceed fifteen (15) minutes. The board may extend public comment time at the conclusion of the regular agenda if the time at the beginning of the meeting exceeded fifteen (15) minutes and will not exceed fifteen (15) minutes after the conclusion of the regular agenda. If a group of people are speaking to address the same topic, the board may require a single spokesperson for the group.

2.0 **Consent Items**

(A)

Note: All consent items may be adopted by a majority vote of the Board on a properly seconded motion. On a majority vote the Board may request that any item included in this section be moved to the action/discussion/information section during adoption of the agenda. If staff member presence or additional information be required on these items, the Superintendent should be notified prior to the meeting time.

2.01 Personnel Matters (Resolution No. 23-052)

Board of Education Approval is recommended for administrative, certified and classified personnel as listed, pending criminal reference checks and verification of certification as needed.

**Administrative Personnel – November 16, 2022**

**BOARD OF EDUCATION APPROVAL IS RECOMMENDED FOR ADMINISTRATIVE PERSONNEL CONTRACTS AS LISTED**

**VI. Extension of Administrative Contracts**

**Certified Personnel – November 16, 2022**

I. APPOINTMENTS

A. New – Regular

1. JROTC Instructor	October 17, 2022	DHS
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B. New – Temporary

1. Licensed Clinical Social Worker	November 1, 2022	East
2. Teacher – Kindergarten	December 5, 2022	East
3. Teacher World Language Spanish	November 1, 2022	DHS
4. Spec Ed Coordinator	October 31, 2022	KCCS
5. Teacher – Spec Ed	November 23, 2022	CMS
6. Teacher – Spec Ed ELA	October 24, 2022	DHS
7. Teacher – Elementary	November 21, 2022	FV
8. School Counselor	November 14, 2022	South

C. Rehire – Regular

1. NONE

D. Rehire – Temporary

1. NONE

E. E.P.E.R.

1. District Employees		
a. Senator Success Program	22-23 SY	DHS

2. Non-District Employees

a. NONE

II. CHANGE IN ASSIGNMENT

Classification/Job Title/Condition of Employment

A. Classification

1. Spec Ed Teacher	November 28, 2022 from KCCS	DHS
2. Spec Ed Math Teacher	October 31, 2022 from WHMS	DHS
3. Library	October 17, 2022 from BTW	CMS
4. Instructional Coach	October 11, 2022 from East	FV
5. Spec Ed Coordinator from Tchr.	October 14, 2022 from KCCS	DHS

B. Job Title

1. NONE

C. Condition of Employment

1. NONE

III. LEAVES/RETURN FROM LEAVES

A. We anticipate that employees will be placed on leave and return from leave up to the November 16, 2022 School Board Meeting.

IV. RESIGNATIONS

A. Resignations could occur up to the date of the November 16, 2022 School Board Meeting.

V. PENSIONS

A. Pensions could occur up to the date of the November 16, 2022 School Board Meeting.

VI. EXPIRATION OF CONTRACT/TEMPORARY CONTRACT

A. Employees that are on a temporary contract may be on the November 16, 2022 School Board Report.

VII. NON-RENEWAL/TERMINATION/REDUCTION IN FORCE

A. Employees whose contracts are not being renewed or who are being recommended for termination may be on the November 16, 2022 School Board Report.

**Classified Personnel – November 16, 2022**

I. APPOINTMENTS

A. New – Regular

1. Bus Driver	October 31, 2022	DO
2. Senior Secretary	October 31, 2022	BTW
3. Financial Secretary	November 7, 2022	DO
4. Custodian – Night Shift	October 31, 2022	CMS
5. Custodian – Night Shift	October 31, 2022	DHS
6. Custodian – Night Shift	October 31, 2022	BTW

	7. Transportation Assistants	November 1, 2022	DO
B.	New – Temporary		
	1. Child Nutrition General Worker	November 7, 2022	South
	2. Para for Teletherapist – PT	October 17, 2022	Hartly
	3. Instructional Paras – FT	October 17, 2022	KCCS
	4. Instructional Para – FT	October 24, 2022	WHMS
	5. Instructional Para – FT	October 24, 2022	DHS
	6. Extra Support Paras – FT	November 1, 2022	KCCS
C.	Rehire – Regular		
	1. NONE		
D.	Rehire – Temporary		
	1. NONE		
E.	E.P.E.R.		
	1. District Employees		
	a. After School Para	November 2022	South
	b. Coaches	22-23 SY	DHS
	c. 21 <sup>st</sup> Century Para	22-23 SY	BTW
	2. Non-District Employees		
	a. After School Para	November 2022	South
	b. Casual/Seasonal Para	November 7, 2022	KCCS
	c. 21 <sup>st</sup> Century Coordinator	October 31, 2022	BTW
II.	CHANGE IN ASSIGNMENT		
	Job Title/Classification/Condition of Employment		
	A. Para FT from Para PT	October 18, 2022	WHMS
		From East	
	B. Office Para – FT from PT	October 18, 2022	TP
	C. Financial Secretary from Secretary	October 29, 2022	DO
	D. Custodian	November 7, 2022	WHMS
		From CMS	
III.	LEAVES/RETURN FROM LEAVES		
	FMLA/Medical/Workers Comp		
	A. We anticipate that employees will be placed on leave and return from leave up to the November 16, 2022 School Board Meeting.		
IV.	RESIGNATIONS		
	A. Resignations could occur up to the date of the November 16, 2022 School Board Meeting.		
V.	PENSIONS		
	Disability/Service/Vested Pension		
	A. Pensions could occur up to the date of the November 16, 2022 School Board Meeting.		

## VI. EXPIRATION OF CONTRACT/TEMPORARY CONTRACT

A. Employees that are on temporary status may be on the November 16, 2022 School Board Meeting.

- 2.02 School Choice (Resolution No. 23-053) (A)
- 2.03 Financial Reports – October 31, 2022 (Resolution No. 23-054) (A)
- 2.04 Minutes – Minutes of executive and public sessions of regular Board of Education meeting October 12, 2022 and special Board of Education meeting October 24, 2022 (Resolution No. 23-055) (A)
- 2.05 Field Trips (Resolution No. 23-056) (A)
- 2.06 Student Disciplinary Matters (Resolution No. 23-057) (A)
  
- 3.0 Action/Discussion/Information Items (A/D/I)**
  - 3.01 Updates – Construction of Dover Middle School Campus (A/D)
  - 3.01A Change Orders Dover Middle School Campus (Resolution No. 23-058)
  - 3.02 Unit Count/K-3 Class Size Analysis – 14 Del. C. 1705A (Resolution No. 23-059) (A/D)
  - 3.03 98% Waiver Request – Del. C. §1704(4) (Resolution No. 23-060) (A/D)
  - 3.04 14 Del. C. §1704(4) Waiver of Schools Receiving Not less than 98% of the Opportunity Funding it Generates for School Year 2022-23 (Resolution No. 23-061) (A/D)
  - 3.05 Recommendation to Change Qualifications for Hiring of School Safety Monitors (Resolution No. 23-062) (A/D)
  
- 4.0 Adjournment**
  - 4.01 Adjournment

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**Information for Board Meeting Agendas can be found at  
[www.boarddocs.com/de/csd/Board.nsf](http://www.boarddocs.com/de/csd/Board.nsf)**